

Tarrant County College District



15-JT-13-R06

ERMA C. JOHNSON HADLEY
CHANCELLOR

1500 Houston Street • Fort Worth, Texas 76102-6524 • 817-515-5201 • Fax 817-515-5450

29 January 2015

Ms. Amber Perry
Project Officer
EPA Region 6
1445 Ross Avenue, Suite 1200 (6SF-VB)
Dallas, Texas 75202-2733

Dear Ms. Perry

Tarrant County College District (TCC) is requesting \$158,462 in Federal funding to implement the ***TCC Wastewater Training and Career Project***. The Project will provide the training necessary to obtain employment and succeed as a Wastewater Operator in Texas. TCC will train at least 60 unemployed individuals, underemployed individuals, and military veterans in Tarrant County, Texas, with the expectation that at least 75 percent of participants (45 of 60) will be placed in jobs by the end of the three-year Project period.

A. Applicant Identification:

Tarrant County College District
1500 Houston Street
Fort Worth, Texas 76102
DUNS#: 073139040

B. Response to Threshold Eligibility Criteria:

a) Applicant Eligibility:

Tarrant County College District (TCCD) is eligible to apply for the Environmental Protection Agency FY14 Environmental Workforce Development and Job Training Grant program as a public institution of higher education, qualifying as a nonprofit organization.

b) Demonstration the Project Does Not Duplicate Other Federally Funded Environmental Job Training Programs:

The ***TCC Wastewater Training and Career Project*** will serve the Tarrant County, Texas, area and does not duplicate any other Federally-funded programs for environmental job training in the area. The nearest Federally-funded environmental job training program is a SuperJTI Training Location in Dallas, Texas. The Dallas location is not within the service area for this Project, and TCC's proposed Project will not duplicate the training and services provided at that site.

c) Required HAZWOPER Training:

The training program targeted in this Project will provide 40 hours of HAZWOPER training for all participants and will maintain compliance with OSHA standards 1910.120.

d) Funding Amount:

TCC is requesting \$158,462 in Federal funds to support the implementation of ***TCC Wastewater Training and Career Project*** over the three-year Project period. The amount requested does not exceed the \$200,000 limit for the funding opportunity.

e) Format Requirements:

The ***TCC Wastewater Training and Career Project*** proposal complies with proposal submission instructions and requirements set forth in Section IV of the funding opportunity announcement.

f) Due Date:

This proposal will be submitted prior to the February 3, 2015, deadline.

C. Grant Type: FY15 Environmental Workforce Development and Job Training Grant.

D. Location: The Project will serve communities located in Tarrant County, Texas.

E. Contacts:

a) Project Director (interim):

Dr. Arrick Jackson
Vice President of Community and Industry Education Services
817-515-7198 (phone)
Arrick.Jackson@TCCD.EDU
4801 Marine Creek Parkway, Fort Worth, Texas 76179

b) Chief Executive/Highest Ranking Official:

Erma C. Johnson Hadley, Chancellor
817-515-5200 (phone) 817-515-0975 (fax)
Erma.Johnson-Hadley@TCCD.edu
1500 Houston Street, Fort Worth, Texas 76102

F. Date Submitted: This proposal will be submitted to the Environmental Protection Agency via www.grants.gov on February 2, 2015.

G. Project Period: The Project will begin on August 1, 2015, and will conclude July 31, 2018.

H. Population:

Tarrant County, Texas, is home to over 1.8 million residents. Data from the U.S. Census Bureau demonstrate the diversity of the Tarrant County population, with 15.9% of the population identifying as Black, 5% as Asian, 27.6% as Hispanic or Latino, and 50.1% as White, non-Hispanic. Tarrant County has experienced substantial population growth in the past years, with a 10-year increase of over 25% compared to the national growth of 9.7%. Additionally, U.S. Census Bureau data indicate that nearly 120,000 residents are military veterans.

I. Training:

The *TCC Wastewater Training and Careers Project* will provide advanced-level wastewater operation and HAZWOPER training to all participants. Each participant will receive 424 hours of training including a 252-hour internship. Graduates from the program will complete the requirements for the Texas Wastewater Operator Level D license, will earn a Texas Higher Education Coordinating Board Level C Certificate of Completion, and will receive HAZWOPER certification.

Tarrant County College District is pleased to submit this proposal to the Environmental Protection Agency for the FY15 Environmental Workforce Development and Job Training Grant program. The Project will reach out to unemployed, underemployed, and military veteran jobseekers in Tarrant County to provide them with the skills, training, and licenses needed to obtain employment as Wastewater Operators. The Project will also link trained residents to environmental employment, helping to resolve wastewater concerns and furthering Tarrant County's work toward environmental justice. The Project's focus is to ensure that unemployed, underemployed, military veteran jobseekers and all those living in the community have an opportunity to benefit from revitalization and cleanup efforts through this high-quality, high-demand training and employment Project.

Sincerely

*pp Angela Robinson, Vice Chancellor for Administration
and General Counsel*

Erma C. Johnson Hadley
Chancellor

Narrative Proposal

Tarrant County College District (TCCD or TCC) is requesting \$158,462 from the U.S. Environmental Protection Agency, FY15 Environmental Workforce Development and Job Training Grant Program, to implement the ***TCC Wastewater Training and Career Project***. TCC is a two-year public community college located in north central Texas serving over 100,000 students annually in credit courses and certificate programs on its five campuses. One (1) in 21 Tarrant County residents takes at least one course at TCC each year. TCC-Northwest Campus will lead the implementation of the Project through a training program designed to prepare individuals for employment in the high-demand environmental field of wastewater treatment. The Project aligns with the Environmental Protection Agency 2010-2015 Strategic Plan by supporting the protection, restoration, maintenance, and improvement of water quality by providing the education and training necessary to support demand for Wastewater Operators in Tarrant County.

1. Community Need

A. Community Description

The ***TCC Wastewater Training and Career Project*** will serve the residents of Tarrant County, located in north central Texas. Tarrant County is a diverse, urban area with a total population of over 1,800,000 residents. The city of Fort Worth is the county seat. According to U.S. Census data, Tarrant County experienced a 10-year (2000-2010) population growth of 25.1%. Part of this growth is reflected in the percentage of the Tarrant County population identifying as Hispanic, which, in that same 10-year period, grew from 19.7% to 27.4%. The Census data also demonstrate the diversity of Tarrant County, with 15.6% of the population identifying as Black, 5% as Asian, 27.4% as Hispanic, and 50.7% as White or non-Hispanic. The same Census data indicate that nearly 120,000 residents are military veterans.

Tarrant County has had four Superfund sites designated for cleanup in the past 20 years and has many brownfield designations. Partnerships between the City of Fort Worth and the EPA have successfully remediated a number of these designated brownfields. Montgomery Plaza in downtown Fort Worth is currently featured as a success story on the EPA Web site. Projects like Montgomery Plaza have served as a catalyst for the revitalization of downtown Fort Worth. However, many areas of Tarrant County remain troubled by environmental issues and poverty. The community closest to TCC's Northwest Campus—Northwest Fort Worth—is a good example of work left to be done. The 14.5 square mile community just northwest of downtown Fort Worth has a population of 36,761. Northwest Fort Worth has a history of industry and is bordered by Interstate 35 to the east and Superfund site Air Force Plant #4 to the west. The EPA's MyEnvironment shows two Superfund sites, 10 brownfield sites, 3 on-scene coordinator sites and 4 bodies of water all considered "impaired" and not able to support one or more of their designated uses. In addition to the environmental burdens, the table below contrasts the demographics of Northwest Fort Worth (zip code 76106) with those of greater Fort Worth, Tarrant County, Texas, and the Nation:

	Demographic Data				
	NW Fort Worth	Fort Worth	Tarrant County	Texas	National
Population:	36,761 ³	761,092 ³	1,848,423 ³	25,639,373 ³	308,745,538 ¹
Unemployment:	10.4% ³	5.0% ²	5.0% ²	5.1% ²	6.7% ²
Poverty Rate:	33% ³	19.3% ³	15.2% ³	17.6% ³	11.8% ³
Percent Minority:	39.4% ³	35.4% ³	29.9% ³	25.6% ³	26.7% ¹

	NW Fort Worth	Fort Worth	Tarrant County	Texas	National
Median Household Income:	\$31,391 ³	\$51,315 ³	\$56,853 ³	\$51,900 ³	\$51,371 ³
Population Growth (2000-2010)	Not Available	38.6% ¹	25.1% ¹	20.6% ¹	9.7% ¹
¹ Data from the 2010 U.S. Census data: www.census.gov . ² Data from the Bureau of Labor Statistics, available at www.bls.gov . ³ Data from the 2013 American Community Survey: www.factfinder.census.gov					

The table illustrates the strong economic need in Northwest Fort Worth. Poverty rate and unemployment far exceed the national averages. Northwest Fort Worth's environmental and economic data show a community that would benefit tremendously from sustainable employment. Employment in the environmental field of Wastewater Operators will enable residents to participate in the promotion of environmental health and occupational safety in the community in which they live and work. TCC's Northwest Campus is readily accessible to the residents of Northwest Fort Worth, and campus leaders have been developing relationships in the community for over 30 years. Northwest Fort Worth is a clear example of a Tarrant County community that the ***TCC Wastewater Career and Training Project*** is designed to serve. The proposed Project will lead to rewarding careers and will directly lead to expanding livable communities in Tarrant County. Unemployed, underemployed and military veteran jobseekers will all benefit from the ***TCC Wastewater Training and Career Project***. TCC partners with the U.S. Department of Veterans Affairs to host two VetSuccess Counselors within the College District, who will also promote the opportunities tied to the proposed Project.

B. Labor Market Demand

Analysis of labor market data and response from the employer community show a high demand for qualified Wastewater Operators. Nationally, the Bureau of Labor Statistics predicts an average job outlook for Water and Wastewater Treatment Plant and System Operators (Wastewater Operators), with 8% growth predicted and excellent job prospects. According to the most recent data from the Texas Workforce Commission (TWC), the growth in demand at the county and metropolitan level, predicted to reach 21.70% and 23.84% respectively by 2022, is considerably higher even than the national demand (source: Socrates.cdr.state.tx.us). The growth in demand for Wastewater Operators mirrors the growth in Texas and Tarrant County. The Bureau of Labor Statistics ranks Texas as the state with the second-highest number of Wastewater Operators in the nation, with nearly 9,000 employed across the state. Continued population growth will lead to increased demand for utility infrastructure. The Local Workforce Development Board, Workforce Solutions for Tarrant County, identified 10 employers in the north central Texas area with a total of 12 job openings just in the second week of January. Historical data indicate that 109 unique employers have had similar open positions in the previous 4 years. The data demonstrate the strong demand for qualified, licensed Wastewater Operators in Tarrant County.

Since 2011 TCC's Wastewater Operator Program instructional team has worked with an advisory committee of more than 20 employers at every step of the development of the training program content, ensuring that the training provided will reflect the needs of local employers and will prepare participants for successful careers as Wastewater Operators. Committee members represent the American Water Works Association, the City of Fort Worth, Trinity River Authority of Texas, City of Arlington Water Utilities, Mazidji Group Engineering, the Upper

Trinity River Regional Water District, and other municipalities and businesses. Throughout program development, members have confirmed that their companies' hiring needs are consistent with the TWC projections above. At the most recent advisory committee meeting in December 2014, attendees pointed to a 2008 study from the Water Environment Federation, projecting that 31% of wastewater utility workers will retire within 10 years. Employers agreed that the number of retiring wastewater operators is a concern but also presents further opportunities for prospective hires.

Entry-level requirements for Wastewater Operators typically include a high school diploma or GED with preference given to individuals with certifications and state licensure. To become a Wastewater Operator in Texas, individuals are required to complete specific training and pass the state licensing examination. The ***TCC Wastewater Training and Career Project*** meets each of these training requirements and will prepare participants for the licensing examination. The Project will also award Texas Higher Education Coordinating Board-recognized Level-C Certificates of completion. The state of Texas has four levels of progressive licensure for Wastewater Operators, creating a clear pathway for advancement in a wastewater treatment career. Texas Workforce Commission occupational wage data indicate that entry-level pay for Wastewater Operators in North Central Texas is \$13.75 per hour with wages up to \$20.18 per hour for experienced Wastewater Operators. Training and subsequent employment as a Wastewater Operator thus provide excellent career pathway opportunities for unemployed, underemployed, and military veteran jobseekers alike.

2. Training Program Description, Anticipated Outcomes and Outputs

A. Training Program Structure

TCC-Northwest Campus Community and Industry Education Services (CIES) will implement the Wastewater Operator Level C Certificate training program (Wastewater Operator Program) for unemployed, underemployed, and military veteran jobseekers in Tarrant County. Project implementation will be led by the Coordinator of the Wastewater Operator Program (Project Director, to be hired from College funds) under supervision of the Vice President for CIES at TCC-Northwest Campus, Dr. Arrick Jackson (Interim PD). All training will occur in the first two years of the Project, with the third year devoted to job placement, participant tracking, Project review, and reporting activities. TCC will schedule two full cycles of the training program each year in Project Years One and Two. At least 15 participants will enroll in each cycle of the program, for a total target of 60 participants trained over the three-year ***TCC Wastewater Training and Career Project*** period. TCC anticipates that at least 57 of the 60 participants will complete the training program and, of those, at least 45 participants will be placed in jobs in the wastewater industry by the end of the Project, resulting in a job placement rate of at least 75%.

The Wastewater Operator Program consists of 16 weeks of classroom instruction and 14 weeks of paid internship and includes the courses listed in the following table.

Training Program Curriculum and Format						
Course Name / Curriculum Topic	Awareness or Advanced Level Training	State (TCEQ*) or Federal (OSHA) Certifications	# of Hours	Target Start Date / Completion Date	# of Times Courses will be Offered	Training Provider
EPCT 1025 Basic Wastewater Operation	Awareness	TCEQ	20	March & October	2 per year	TCC

*Tarrant County College District
TCC Wastewater Training and Career Project*

Course Name / Curriculum Topic	Awareness or Advanced Level Training	State (TCEQ*) or Federal (OSHA) Certifications	# of Hours	Target Start Date / Completion Date	# of Times Courses will be Offered	Training Provider
EPCT 2050 Wastewater Treatment	Advanced	TCEQ	20	April & October	2 per year	TCC
EPCT 2021 Wastewater Collection	Advanced	TCEQ	20	May & November	2 per year	TCC
EPCT 1092 Wastewater Laboratory	Advanced	TCEQ	24	July & December	2 per year	TCC
EPCT 1030 Water Utility Safety	Advanced	TCEQ	20	May & November	2 per year	TCC
EPCT 2025 Water Utility Calculations	Advanced	TCEQ	20	April & December	2 per year	TCC
TECM 1013 Math Basics	Advanced	TCEQ	8	April & October	2 per year	TCC
EPCT 1092 Wastewater Internship	Advanced	TCEQ	252	May-August & August-December	2 per year	TCC
EPCT 1052 HAZWOPER	Advanced	OSHA Standards 1910.120	40	April-May & November	2 per year	TCC
*TCEQ: Courses will lead to Wastewater Operator licensure by the Texas Commission on Environmental Quality, pending successful completion of the licensure examination.						

The training program curriculum has been developed with the input and participation of a 20-member industry advisory committee. The advisory committee consists of representatives from local employers, including the American Water Works Association, the City of Fort Worth, Trinity River Authority of Texas, City of Arlington Water Utilities, Mazidji Group Engineering, the City of Dallas Water Utilities, and the Upper Trinity River Regional Water District. The advisory committee has provided input and approval for the training program curriculum and fully anticipates that the training provided through the Wastewater Operator Program will meet the hiring needs of employers in north central Texas. The curriculum meets and exceeds the training requirements for the Texas Wastewater Operator Level D license. Participants must complete the EPCT 1025 Basic Wastewater Operation course and pass the State of Texas licensure examination for Wastewater Operator Level D before beginning the internship portion of the training program. The internship component can be completed concurrently with the remaining courses. All Project participants will be enrolled in a 40-hour HAZWOPER class and will receive OSHA Standards 1910.120 (HAZWOPER) certification.

The Wastewater Operator Program curriculum is designed specifically to meet the needs of employers in the community and to provide participants with the skills and knowledge needed to advance in the wastewater industry. The curriculum emphasizes safety, includes hands-on components, and culminates in a 14-week paid internship at local wastewater treatment facilities.

The curriculum development process has been completed, and the Wastewater Operator Program has been approved as a TCC instructional program. Future graduates of the program will receive the Texas Higher Education Coordinating Board Level C Certificate of Completion.

TCC-Northwest Campus will schedule two complete cycles of the Wastewater Operator Program each year. The first cycle will occur October through December 2015, and the second will occur March through May 2016 of Project Year One. In Project Year Two the third cycle will occur October through December 2016, and the fourth cycle will occur March through May 2017. Project Year Three activities will focus on job placement, participant tracking, and reporting activities. At least 15 participants will enroll in each cycle of the program for a total of 60 participants over the two-year training period. TCC is in the process of finalizing agreements with the Trinity River Authority of Texas, Upper Trinity Regional Water District, and the City of Fort Worth – Village Creek Water Treatment location for these facilities to pay, mentor, and supervise participants as they fulfill the internship portion of the training program. TCC will continue to develop partnerships with other wastewater treatment facilities to increase the number of internship sites.

B. Outputs and Outcomes

In alignment with Goal 2, Objectives 2.1 (Protect Human Health) and 2.2 (Protect and Restore Watersheds and Aquatic Ecosystems) of EPA's 2010-2015 Strategic Plan, the ***TCC Wastewater Training and Career Project*** supports the protection, restoration, maintenance, and improvement of water quality by providing education and training necessary to support the demand for wastewater operators in Tarrant County and will lead to the achievement of targeted outputs. TCC proposes to enroll at least 60 Project participants in the Wastewater Operator Program in Project Years One and Two. The Project will implement two cycles of training each year, with each cycle enrolling at least 15 participants. TCC expects that the ***TCC Wastewater Training and Career Project*** will have a least a 95% completion rate, with at least 57 participants completing the program. TCC expects that at least 75% (45 of 60) of all participants will be placed in positions by the end of the three-year Project period. TCC does not anticipate that any participants will pursue further education immediately following completion of the program, though some may later decide to pursue further education to advance in the wastewater treatment career pathway. The need for employment among the target population is so high that TCC expects that Project participants will immediately seek employment upon completion of the program. The following table summarizes the proposed Project outputs.

Outputs			
Overall # of Participants Enrolled in Program	# of Graduates Completing Program	# of Graduates Placed in Environmental Positions	# of Graduates Not Placed but Pursuing Further Education
60	57	45	0

In addition to the outputs described above, the ***TCC Wastewater Training and Career Project*** will achieve the following outcome-based objectives:

Objective 1: By the end of the Project period, 45 participants will have an improved quality of life through obtaining employment or higher-paying employment as a result of the Wastewater Operator Program.

- Strategy: ***TCC's Wastewater Training and Career Project*** is designed to address the specific needs of local employers and has been developed with input from a 20-member

advisory committee comprised of local industry representatives. The training program meets and exceeds the training requirements for licensure in Texas as a Wastewater Operator and will prepare Project participants for employment and retention, leading to successful careers in wastewater treatment.

- Measure: TCC will track participants at 6- and 12-month intervals following completion of the training to verify the employment status and rate of pay for each participant.

Objective 2: By the end of the Project period, at least 95% of participants will have a better understanding of wastewater and of the environmental laws, regulations, and concerns related to wastewater operation.

- Strategy: Courses in the Wastewater Operator Program will address environmental issues related to wastewater treatment and will promote environmentally conscious wastewater operation.
- Measure: Due to the high standards established for the training program, successful completion will demonstrate that a participant has basic understanding of the environmental issues related to wastewater treatment. Project staff will follow-up with participants at 6- and 12-month intervals after program completion and will obtain participant feedback about the program and understanding of the training topics.

In June and July of Project Years One and Two, the Project Director, TCC-Northwest Campus Vice President of CIES, and instructional staff will conduct an annual review of the Project to assess progress toward obtaining the Project outputs and outcomes. Annual Project review will include consideration of participant progress, completion rates, employment rates, and feedback in order to assess Project impact and success. The Project Director, TCC-Northwest Campus Vice President of CIES, and instructional staff will discuss any obstacles, challenges, and best practices identified over the course of each Project year and will implement improvements as needed. At the end of the Project period, the Project Director, TCC-Northwest Campus Vice President of Continuing Education Services, and instructional staff will conduct a final review and assessment of the training program, participant success, and any feedback from participants, instructors, and employers. TCC staff will use the results of this review and assessment to make adjustments for continuation of the training program after the grant-funded period has ended.

C. Recruitment and Screening

Project staff will target recruitment activities toward disadvantaged populations, including underemployed and unemployed individuals and military veterans in Tarrant County. The Project staff will collaborate with TCC Graphic Services to develop a flyer and a promotional brochure that include course dates and Project contact information. Flyers and brochures will be distributed to student services offices on all 5 TCC campuses and to partner community organizations. In addition to flyer and brochure distribution, information about the Project will be shared on TCC's Web site. The Project Director and instructors will share information about the ***TCC Wastewater Training and Career Project*** through organizational affiliations, such as the Water Environmental Association of Texas-North Texas Section, North Central Texas Chapter Veteran's Workforce Initiative Subcommittee, American Water Works Association, and the Texas American Water Works Association.

TCC will utilize existing relationships with community organizations as a means to reach disadvantaged populations in Tarrant County. The Local Workforce Development Board, Workforce Solutions for Tarrant County, will refer eligible participants to the Project. The

Women's Center of Tarrant County has also committed to promoting the program to eligible participants. Project staff will intentionally reach out to community organizations such as The Hispanic Chamber of Commerce in Northwest Fort Worth and organizations located in additional areas of Tarrant County that have been impacted by environmental justice issues. TCC has partnered with the U.S. Department of Veterans Affairs to house two VetSuccess Counselors within the College District, with whom Project staff will share information about the Project and the associated career opportunities so this information can be shared with veterans throughout the county.

The Coordinator of the Wastewater Operator Program will serve as the Project Director for the ***TCC Wastewater Training and Career Project*** and will screen potential participants. Based on the eligibility criteria of the TCC Wastewater Operator Program, participants must have a GED or high school diploma prior to entering the Project. Additionally, in order to participate in the internship portion of the Project, participants must obtain their Basic Wastewater Operator License (Level D), be 18 years of age or older, demonstrate proof of the legal right to work in the United States, and have a valid driver's license. A drug test and criminal background check will be conducted to assure participants will meet employer requirements. The Project pays the Texas Commission on Environmental Quality Wastewater Operator licensing fee for all participants, so cost does not become a barrier to employment and success. The training courses will take place on TCC-Northwest Campus in the northwest area of Tarrant County. The internship portion of the training program will occur at various employer sites. Participants will be responsible for securing transportation to all training activities. Partner organizations (Workforce Solutions for Tarrant County and the Women's Center of Tarrant County) have committed to providing resources for transportation assistance to eligible participants when possible. Project staff will make every effort to match participants with accessible internship locations.

D. Program Support

The Project will utilize a variety of strategies to help participants obtain employment after completion of the training program. The Coordinator of the Wastewater Operator Program, serving as the Project Director of the ***TCC Wastewater Training and Career Project***, will work closely with local employers in order to identify potential job openings and will maintain a job list to notify participants of opportunities. The paid internships are another opportunity for students to make industry connections and for employers to evaluate students as potential hires.

Workforce Solutions for Tarrant County, the Local Workforce Development Board, has committed to support the ***TCC Wastewater Training and Career Project*** by providing supportive services to eligible Project participants. Workforce Solutions operates six "one-stop" centers across the county where Project participants can go to receive job-seeking assistance and other services. Workforce Solutions periodically offers workshops on résumé writing, interview skills, and other skills necessary to obtain employment. Workforce Solutions also provides access to job-posting information for the area and often has information on upcoming job postings that can be shared with participants. Another Project partner, the Women's Center of Tarrant County, which serves both men and women, will offer supportive services to eligible participants including job-seeking skills, financial management training, and referral to other organizations that can address the individual needs of each participant. The Women's Center offers the Jobs NOW! Program that assists job seekers in marketing themselves to employers. Participants in the Jobs NOW! Program benefit from job search classes, bus passes, employment assistance, and up to one year of job retention and advancement coaching. Throughout the

Project period, TCC staff will continue to seek additional partnerships with organizations in the community that can support the successful employment of Project participants.

TCC will track participants over a 12-month period following each participant's completion of the program. Participants will be required to provide up-to-date contact information (a valid phone number and email address) to the Project Director prior to completion of the training program. The Project Director will contact participants 6 months following the completion of the program to verify employment status, including the employer name, job title, and rate of pay; to collect feedback about the training program; to ask for suggestions and/or comments regarding the training program and job placement assistance; and to determine if additional training was needed once participants obtained employment. The Project Director will again contact each participant 12 months following the completion of the program and verify employment status, including the employer name, job title, and rate of pay.

The Project Director will inform members of the Wastewater Operator Program advisory committee, as well as other local employers, of hiring incentives offered through Federal and State programs, such as the Work Opportunity Tax Credit. Workforce Solutions for Tarrant County will also inform the Project Director of hiring incentives as they become available, so the information can be related to employers.

E. Program Sustainability

TCC has worked closely with the 20-member advisory board to ensure that the ***TCC Wastewater Training and Career Project*** is sustained. The Wastewater Operator Program is designed to stay current with the changing demands of the Wastewater industry. The Wastewater Operator Program will be the only wastewater training program in north central Texas. TCC will build on the success of the ***TCC Wastewater Training and Career Project*** to become the main resource for employers in north central Texas and Tarrant County. The Program follows a model similar to other successful TCC programs, such as the Police Academy and Fire Academy, both of which are highly respected throughout Tarrant County and both of which boast job placement rates of nearly 95%.

3. Programmatic Capability

A. Grant Management System

The Coordinator of the Wastewater Operator Program will serve as Project Director under the guidance of CIES Director Ms. Marisa Reyes, reporting to Vice President for CIES Arrick Jackson. Ms. Reyes has coordinated the development of the training program, has worked with local employers at every step of program development, and has been responsible for obtaining various approvals for the training program. She holds a Master's degree in professional development, has 17 years of experience in higher education, and has a strong background in grant administration at the Federal and state levels. Ms. Reyes and the Coordinator of the Wastewater Operator Program (Project Director) will meet at least once each quarter to discuss the administration and implementation of Project activities, monitor progress toward the Project objectives, and review participant progress. That meeting will also provide a forum to discuss staff concerns and other challenges that may hinder successful Project implementation.

TCC's Office of Grants Compliance will support the Project Director by assisting with review of expenditures, Project-specific reporting, and records maintenance to ensure compliance with all Federal, State, and local regulations. TCC's Office of Financial Services will maintain official financial records related to the grant, verify the accuracy of expenditures, and submit all required financial reports. The Project Director will meet with Financial Services staff

quarterly to ensure timely draw-downs of Federal funds. TCC has established a strong infrastructure to support successful grant management and has sufficient safeguards and internal controls to ensure compliance with applicable regulations.

In the event of staff turnover, the Vice President of CIES at TCC-Northwest Campus will designate a new Project Director from staff at TCC-Northwest Campus and will work closely with the new Project Director, the Office of Grants Compliance, the Office of Financial Services, and Environmental Protection Agency staff to ensure a smooth transition and continued success of the Project. TCC has sufficient staff and expertise to implement the Project and will not need to acquire external expertise or resources.

The ***TCC Wastewater Training and Career Project*** will be delivered entirely by TCC instructors. Currently, seven qualified instructors are in place to deliver the program, each having over 20 years' experience in water/wastewater treatment, a minimum of a Baccalaureate degree, and valid State of Texas Wastewater Operator licenses. TCC will recruit and hire additional qualified instructors, as needed, to conduct training throughout the Project period.

B. Organizational Experience

TCC has served the residents of Tarrant County since it was established as a public institution of higher education in 1965. Today, TCC enrolls over 100,000 (unduplicated) credit and continuing education students each year at its five campuses, making TCC the sixth largest college or university in Texas. Throughout its history, TCC has supported its mission of providing affordable and open access to quality teaching and learning. TCC is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award the Associate degree. TCC also offers numerous certificate and continuing education programs and courses to support the training and workforce needs of Tarrant County.

TCC offers many services focusing on disadvantaged populations, such as those students for whom the ***TCC Wastewater Training and Career Project*** is designed. For example, the Family Empowerment Center, located at TCC-South Campus, serves families from underserved, unprepared and unemployed populations to participate in workforce readiness and preparation for postsecondary credentials and/or certification; the Visions Unlimited Program provides opportunities for homeless individuals to earn credentials, certificates, and degrees at TCC; and numerous learning centers across Tarrant County offer adult basic education courses, GED preparation and testing, and English as a second language instruction. These programs highlight TCC's experience working with disadvantaged, underemployed, and unemployed individuals. TCC also has extensive experience working with military veterans. Based on a high enrollment of veterans, TCC was selected in June 2012 to partner with the U.S. Veterans Administration to host two VetSuccess Counselors on TCC campuses, helping to ease the transition for veterans from military to civilian and college life. The VetSuccess Counselors provide extensive support services that may include professional counseling, community education, outreach, and linking veterans with other support services. TCC-Northwest Campus was a recent recipient of the Texas Workforce Commission College Credit for Heroes grant that provides veterans with a means to earn college credit for military training and experience. TCC offers many other specialized services for veterans that will support the recruitment, retention, and success of veterans who enroll in the ***TCC Wastewater Training and Career Project***.

TCC has a strong background in providing environmental training that meets the training needs of the local workforce. TCC's course and program offerings in environmental training include two Associate of Applied Science degrees and two certifications in Occupational Safety and Environmental Technology, as well as numerous short-term training programs to support the

environmental training needs of the community. Courses within these degree and certificate programs include, but are not limited to, HAZWOPER training, introduction to environmental science, principles of industrial hygiene, waste minimization and pollution prevention, and environmental regulation interpretation and analysis.

In the years since it was established, TCC has served hundreds of thousands of Tarrant County residents by providing education and training needed for employment. TCC offers multiple and diverse training programs that prepare individuals for employment in a variety of career roles, such as nurses, automotive technicians, welders, pharmacy technicians, firefighters, police officers, EMTs, aviation maintenance technicians, and many more. TCC's programs are well-respected within the community, with many programs having job placement rates over 80%. The proposed Project has been developed in accordance with TCC's high standards, with a focus on student success, quality of learning, and service to the community through alignment with workforce needs. TCC anticipates that the ***TCC Wastewater Training and Career Project*** will graduate at least 57 of the 60 participants and, of those, 45 will obtain employment in the wastewater industry.

C. Audit Findings

In compliance with Federal and State regulations, TCC contracts with an external auditor to conduct an annual audit of TCC's compliance with the requirements of laws, regulations, contracts, and grants applicable to its Federal programs. TCC's fiscal year 2014 audit identified no material weaknesses and no significant deficiencies related to its financial statements or Federal awards. TCC has established a strong grants management infrastructure with sufficient safeguards, internal controls, and oversight to ensure compliance with applicable Federal, State, and local regulations.

D. Past Performance and Accomplishments

TCC has not received an Environmental Protection Agency job training grant but has received other Federal and non-Federal assistance agreements. TCC has managed and is successfully managing multiple grant-funded projects with a solid record for submitting fiscal and programmatic reports accurately and on time. Several of TCC's grant-funded projects have been multi-year initiatives similar to the proposed Project. For example, TCC is an existing recipient of a U.S. Department of Education Title IIIA Strengthening Institutions Program grant. TCC is now in the fifth year of the five-year project period, has consistently submitted programmatic and fiscal reports on time, and is on target to achieve program deliverables. TCC also manages several grants that target specific or disadvantaged populations. TCC manages three U.S. Department of Education – Upward Bound projects that serve low-income, first-generation high school students. Each of the three Upward Bound projects is up-to-date on programmatic and fiscal reporting. The Upward Bound funding is renewed year-to-year dependent on satisfactory performance; TCC has met performance targets, and each project has been renewed each year. TCC was also a 2013 recipient of a Texas Workforce Commission's College Credit for Heroes Phase II: Industry Challenge grant that provides services to veterans interested in pursuing education or training at TCC's Fire Service Training Center. The recently ended College Credit for Heroes Project successfully met milestones and reporting requirements. The successful performance of the grant-funded projects highlighted above demonstrates TCC's capability to implement and manage the ***TCC Wastewater Training and Career Project***.

4. Community and Employer Partnerships

A. Collaborations with Entities Involved in Local Remediation Activities and Environmental Projects

In designing the structure and developing the curriculum for the Wastewater Operator Program, TCC consulted with wastewater treatment facilities in the area to ensure that the program will meet the needs of employers. While the program development efforts did not involve any brownfield assessment, revolving loan fund, or cleanup grantees, TCC did consult with the City of Fort Worth's Assistant Director of Environmental Management, who suggested that HAZWOPER-certified participants may have a role to play in remediation efforts such as the final stages of remediation for the long decommissioned Riverside Wastewater Treatment Plant in Fort Worth's Gateway Park. The Wastewater Operator Program is advised by a 20-member committee of local industry representatives. Involvement of industry representatives in program development activities has resulted in an increased awareness of the training program among wastewater professionals and among professionals in related environmental fields. The Coordinator of the Wastewater Operator Program has worked closely with employers through this collaborative effort and is well positioned to identify strategies to connect Project graduates to employers with job opportunities.

TCC has a very strong relationship with Workforce Solutions for Tarrant County (Workforce Solutions), the Local Workforce Development Board. Workforce Solutions has committed to support the Project by providing supportive services to participants, including networking events with employers and access to tools and resources designed for people with disabilities. TCC has worked with Workforce Solutions on many training programs in the past that have resulted in high job placement and retention rates. TCC anticipates that the involvement of Workforce Solutions in this Project will support the placement of at least 75% of Project participants in jobs. Workforce Solutions has provided a letter indicating its support of the ***TCC Wastewater Training and Career Project*** (see attachments).

B. Community Partnership Building

TCC will work with community organizations throughout the Project period for the recruitment, retention, completion, and employment of Project participants. TCC has strong partnerships with local organizations that have supported the development of the training program and with others that will support the Project by providing services to participants. TCC has received commitment from Workforce Solutions, the Local Workforce Development Board, to support the Project by providing supportive services, including participant assessment, transportation expenses, referral to housing, and referral to other needed services. TCC will also partner with the Women's Center of Tarrant County (Women's Center). The Women's Center will refer interested individuals to the training program and will provide supportive services, such as instruction in job-seeking skills and financial management; transportation; and assistance obtaining employment. The Women's Center has provided a letter indicating its support of the proposed Project (see attachments). Throughout the Project period, TCC staff will seek opportunities to involve other community organizations and other educational institutions in support of the ***TCC Wastewater Training and Career Project***. For example, TCC has reached out to organizations such as the United Way of Tarrant County and Catholic Charities of Fort Worth to expand the support and services available to Project participants.

TCC offers many services that will support the participants as they complete training and seek employment. For example, TCC operates fourteen off-campus learning centers across Tarrant County that offer GED preparation and testing, English as a second language instruction,

and adult basic education courses providing instruction in basic math, reading, and writing skills. Potential participants who would like to enroll in the ***TCC Wastewater Training and Career Project*** but have not yet received a high school diploma or GED can utilize these services to meet the minimum qualifications for enrollment in the program. Participants can also access these services to strengthen their basic skills and become more competitive as a job seeker.

TCC's existing services, combined with the services provided through partner organizations, will ensure that Project participants have the necessary support to complete the Wastewater Operator Program successfully and obtain, retain, and succeed in employment.

C. Employer Involvement

The Wastewater Operator Program has been advised at all stages of development by a 20-member advisory committee made up of representatives from local industry. This advisory committee has provided input and approval of the content and curriculum. The advisory committee first met in December 2011 to identify the curriculum topics and content areas for development and has been active since then throughout the development of the curriculum, receiving quarterly updates from the Coordinator of the Wastewater Operator Program and providing feedback and input throughout the process. The advisory committee last met in December 2014, where it was announced that the program had been approved by the Texas Higher Education Coordinating Board to award Level C Certificates of completion. The advisory committee will meet again in late spring or early summer 2015 to review the internship component of the program. The representatives of the advisory committee are confident that the quality and depth of the curriculum will meet the needs of local employers for trained, qualified, and licensed Wastewater Operators. TCC is confident that the advisory committee members and other local employers will be eager to hire graduates of the TCC program. The City of Fort Worth and the Trinity River Authority of Texas have provided letters indicating support for the Wastewater Operator Program and the proposed Project (see attachments). TCC is in the process of finalizing agreements with the Trinity River Authority of Texas, Upper Trinity Regional Water District, and the City of Fort Worth – Village Creek Water Treatment location for these facilities to pay, mentor, and supervise interns. TCC's Northwest Campus has a successful track record of working with local municipalities for workforce development through its Fire Academy and Police Academy. TCC will continue to develop partnerships with other wastewater treatment facilities to host interns from the training program.

5. Budget/Resources

A. Budget

Tarrant County College District (TCC) is requesting \$158,462 in Federal funds to implement the ***TCC Wastewater Training and Career Project***. TCC is proposing a three-year Project period to begin August 1, 2015, and end July 31, 2018. The following table outlines the requested budget to support the proposed training and activities.

Project Budget					
Project Funding	Outreach	Instruction	Program Mgmt.	Placement / Tracking	Total
EPA Project Funding					
Personnel	\$14,463	\$38,640	NA	\$21,694	\$ 74,797
Fringe Benefits	\$ 4,339	\$ 7,728	NA	\$ 6,508	\$ 18,575
Travel	\$ 2,070	NA	\$ 7,000	\$ 2,070	\$ 11,140
Contractual	NA	NA	NA	NA	NA

*Tarrant County College District
TCC Wastewater Training and Career Project*

Project Funding	Outreach	Instruction	Program Mgmt.	Placement / Tracking	Total
Supplies	\$ 600	\$38,850	NA	NA	\$ 39,450
Other	\$ 7,200	\$ 7,300	NA	NA	\$ 14,500
Total EPA Funds	\$28,672	\$92,518	\$ 7,000	\$30,272	\$158,462
Non-EPA Project Funding (optional)					
Total Non-EPA Funds	NA	NA	NA	NA	NA

NOTE: The Project Director will contribute 5% of her institutionally-funded time to Project management activities.

Outreach – \$28,672:

TCC is requesting \$28,672 to conduct outreach and recruitment activities associated with the Project. This request includes:

- Project Director (Coordinator of the Wastewater Operator Program): TCC has designated that the Project Director will spend 25% of her time and effort on Project activities. TCC anticipates that 40% of the Project Director's grant-funded time will be spent on outreach and recruitment activities. The Project Director's compensation for Project activities is calculated at a base salary of \$46,792 with annual cost of living increases of an estimated 3% in Project Years Two and Three. The total salary requested for the Project Director to conduct outreach and recruitment activities is \$14,463.
- Fringe: Fringe benefits for the Project Director are estimated at 30% of wages and include FICA, Worker's Compensation, State unemployment, and other benefits per TCC policy and equal \$4,339.
- Local mileage reimbursement: TCC is requesting \$2,070 in travel funds for local mileage reimbursement at the institutional rate of \$.575 per mile. Local mileage reimbursement is based on an estimated 180 miles per month for 20 months during the recruitment stage of the Project period. The Project Director or her designee will travel to different locations throughout Tarrant County to conduct recruitment and outreach activities.
- Supplies: TCC is also requesting \$600 in supplies for flyers and brochures to promote the training program and Project activities.
- Other: 80 potential participants x \$90 drug and background screening costs = \$7200.
During recruiting, Project staff members anticipate some attrition among applicants.

Instruction – \$108,769:

TCC is requesting a total of \$108,769 to implement training and instructional activities during Project Years One and Two. Instructional costs include instructor wages, instructor fringe benefits, instructional materials and equipment, student course manuals, and student licensing fees. Qualified, licensed instructors are in place at TCC.

Instructor wages for each of the four cycles of the training program total \$9,660 per cycle x 4 cycles of training to equal \$38,640. Instructor wages are based on the following:

- One 8-hour Course: 8 hours of instruction + 4 hours of course preparation and development for a total of 12 hours x continuing education instructor rate of pay \$35 per hour = \$420 per course.

- Five 20-hour Courses: 20 hours of instruction + 10 hours of course preparation and development for a total of 30 hours x continuing education instructor rate of pay \$35 per hour = \$1050 per course x 5 courses = \$5,250.
- One 24-hour Course: 24 hours of instruction + 10 hours of preparation and development for a total of 34 hours x continuing education instructor rate of pay \$35 per hour = \$1190 per course.
- One 40-hour Course (HAZWOPER): 40 hours of instruction (main instructor) + 32 hours of instruction (split among 2 additional instructors at 16 hours each for the hands-on portion) + 8 hours of preparation and development for a total of 80 hours x credit instructor rate of pay \$35 per hour = \$2,800 per course.

Fringe benefits for instructors are estimated at the part-time instructor rate of 20% of wages and include FICA, Worker's Compensation, State unemployment, and Texas Teacher Retirement System, for a total request of \$7,728.

The request for instructional materials and supplies totals \$38,850 and is based on the following:

- Laboratory supplies: \$1100 per cycle x 4 cycles=\$4,400. Includes tools and other supplies used in the hands-on portion of the training.
- Annual consumable laboratory supplies: \$1,500 per year x 2 years = \$3,000. Includes chemicals and other consumable supplies used in the hands-on portion of the training.
- Student manuals, handouts, and individual supplies: calculated at \$50 per student x 15 students per course x 7 courses per cycle x 4 cycles = \$21,000.
- Student manuals, handouts, and individual supplies for HAZWOPER course: Calculated at \$150 per student x 15 students per courses x 1 course per cycle x 4 cycles = \$9,000.
- Instructor manuals calculated at 4 manuals x \$325 + 1 manual x \$150 = \$1,450

Other instructional costs total \$7,300 and include shipping and handling costs for student materials, as well as licensing exam fees for all participants. Shipping and handling costs are calculated at \$20 per course x 8 courses per cycle x 4 cycles to equal \$640. Student licensing exam fees are calculated at \$111 per participant x 60 students for each participant to take the Texas Commission on Environmental Quality Wastewater Operator Level D licensing examination. Total cost for licensing is \$6,660.

Program Management – \$7,000:

TCC is requesting \$7000 for program management to include the following:

- Travel: This category includes travel and lodging expenses for grantee travel to one national Brownfields conference per year and one national job training grantee meeting per year (\$1167 est. cost/conference x 6), as approved by the Region 6 EPA project officer.

Placement/Tracking – \$30,272:

TCC is requesting \$30,272 for participant placement and tracking activities, to include the following:

- Project Director (Coordinator of the Wastewater Operator Program): TCC has designated that the Project Director will spend 25% of her time and effort on Project activities. TCC anticipates that 60% of the Project Director's grant-funded time will be spent on placement and tracking. The Project Director's compensation for Project activities is calculated at a base salary of \$46,792 with annual cost of living increases of an estimated 3% in Project Years Two and Three. The total salary requested for the Project Director to conduct placement and tracking activities is \$21,694.

- Fringe: Fringe benefits for the Project Director are calculated at an estimated 30% of wages and include FICA, Worker's Compensation, State unemployment, and other benefits per TCC policy and (for placement and tracking responsibilities) equal \$6,508.
- Local mileage reimbursement: TCC is requesting \$2,070 in travel funds for local mileage reimbursement at the institutional rate of \$.575 per mile x 100 miles per month x 36 months. Local mileage will allow the Project Director or her designee to meet with employers, attend hiring events, and follow-up on participant employment status throughout the Project period.

B. Leveraging

TCC has committed to provide the resources necessary to support the successful implementation of the Project. These resources include training facilities, space, and equipment; staff time to administer the grant-funded Project; and institutionally-funded time for the Project Director to conduct activities related to administration of the grant-funded Project exceeding the time devoted to Project Outreach and Placement/Tracking activities. Participants in the Project will also have access to TCC's existing services through the TCC Learning Centers throughout the county that provide GED preparation and testing, English as a second language instruction, and adult basic education instruction, including reading, writing, and math basic skills.

TCC has secured partnerships with Workforce Solutions for Tarrant County and the Women's Center of Tarrant County to provide supportive services to participants that may include transportation assistance, job-seeking skills and assistance, financial management training, and referral to other supportive services as needed.

In compliance with the Prohibitions on Use of Funds outlined in Appendix 1 of the funding opportunity announcement, TCC is not requesting any funds for administrative activities associated with the Project. TCC has an existing infrastructure to support successful grant management that includes TCC's Office of Grants Compliance and Office of Financial Services and will not need external funds for general administration of the Project.

TCC anticipates that the combination of requested Federal funds and leveraged services from TCC and its partners will be sufficient to fully implement the ***TCC Wastewater Training and Career Project*** and achieve the outcomes and outputs described in this proposal.

Tarrant County College District is pleased to propose the implementation of the ***TCC Wastewater Training and Career Project***. The Project will reach out to unemployed, underemployed, and military veteran jobseekers in Tarrant County to provide them with the skills, training, and licenses needed to obtain employment as Wastewater Operators. The Project will also link trained residents to environmental employment, helping to resolve wastewater concerns and furthering Tarrant County's work toward environmental justice. The Project's focus is to ensure that unemployed, underemployed, military veteran jobseekers and all those living in the community have an opportunity to benefit from revitalization and cleanup efforts through this high-quality, high-demand training and employment Project.

References List

- a. Employers who have hired past program participants
The Tarrant County College District Wastewater Operator Program is a new program. There are no employers who have hired graduates from the training program yet. Local employers have been involved in the development of the training program and are confident that the training delivered will meet local hiring needs.

- b. Neighborhood and/or community-based organizations
Workforce Solutions for Tarrant County
Jann Miles, Strategic Planning Unit Director
Jann.Miles@workforcesolutions.net
(817) 413-4428

Women's Center of Tarrant County
Terri Rios, Director of Employment Solutions
TRios@womenscentertc.org
(817) 927-4050

- c. Employers that participated in the development of the training program
City of Fort Worth Water Department/Production Division
Erik Irwin, Training Specialist
Erik.Irwin@fortworthtexas.gov
(817) 392-8401

Trinity River Authority of Texas
Cathy Sieger, Quality Assurance Coordinator
SiegerC@trinityra.org
(972) 263-2251

Milestones Schedule

Tarrant County College District (TCC) will implement the ***TCC Wastewater Training and Career Project*** according to the following schedule. The Project activities will be implemented based on a Project period of August 1, 2015 – July 31, 2018. All training will be conducted in Project Years One and Two with two cycles of training per year for a total of four training cycles over the Project period. Project Year Three will consist of job placement, participant tracking, and Project reporting activities. Start and end dates for training cycles are anticipated to take place as indicated in the following schedule and will involve the alignment of student recruitment, instructor schedules, and student placement activities.

Project Year 1: August 2015 – July 2016	Project Month #											
	Aug 1	Sept 2	Oct 3	Nov 4	Dec 5	Jan 6	Feb 7	Mar 8	Apr 9	May 10	June 11	July 12
Develop marketing materials												
Recruitment activities												
Screen participants for Cycle 1												
Training Cycle 1												
Job placement activities												
Screen participants for Cycle 2												
Training Cycle 2												
6-month follow-up Cycle 1 participants												
Annual program review/assessment												

Tarrant County College District
TCC Wastewater Training and Career Project

Project Year 2: August 2016 – July 2017	Project Month #											
	Aug 13	Sept 14	Oct 15	Nov 16	Dec 17	Jan 18	Feb 19	Mar 20	Apr 21	May 22	June 23	July 24
Recruitment activities												
6-month follow-up Cycle 2 participants												
12-month follow-up Cycle 1 participants												
Screen participants for Cycle 3												
Training Cycle 3												
Screen participants for Cycle 4												
Training Cycle 4												
Job placement activities												
6-month follow-up Cycle 3 participants												
12-month follow-up Cycle 2 participants												
Annual program review/assessment												

Project Year 3: August 2017 – July 2018	Project Month #											
	Aug 25	Sept 26	Oct 27	Nov 28	Dec 29	Jan 30	Feb 31	Mar 32	Apr 33	May 34	June 35	July 36
6-month follow-up Cycle 4 participants												
12-month follow-up Cycle 3 participants												
Job placement activities												
12-month follow-up Cycle 4 participants												
Final program review/assessment												

Appendix 3 Other Factors Checklist

Other Factors Checklist

Name of Applicant: Tarrant County College

Please identify with an **X** any of the items below which may apply to your proposed Environmental Workforce Development and Job Training grant project area as described in your proposal. Also, provide detail of how you meet the factor on the line provided next to each factor. EPA may verify these disclosures and supporting information prior to selection and may consider this information during the evaluation process.

- ☐ Community experiencing manufacturing plant/power plant closure(s) (2008 or later) tied to the community targeted to be served, including communities experiencing auto plant closures/power plant closures due to bankruptcy or economic disruptions _____
- ☒ Recent (2008 or later) significant economic disruption (unrelated to a natural disaster or manufacturing/auto plant closure/power plant closure) has occurred within the community, resulting in a significant percentage loss of community jobs and tax base: In 2012, American Airlines announced its intent to close the maintenance plant at the Alliance Texas Airport in Fort Worth, Texas. Since this announcement, American Airlines has laid off over 1,800 residents. The local workforce board, Workforce Solutions for Tarrant County, predicted a total impact on the Tarrant County community of 4,500 lost jobs including impacted suppliers and vendors of the maintenance plant.
- ☐ Fair distribution of funds between urban and non-urban areas, including an equitable distribution of funds to “micro” communities (those communities with populations of 10,000 or less). EPA strongly encourages non-urban communities, including micro-communities to apply _____
- ☐ A balanced distribution of funds among EPA’s 10 Regions and among states and territories. (Note: The EPA reserves the right to fund the top-ranked proposal for each region, regardless of its score relative to scores in other regions, contingent on the quality of the proposal and funding availability.) _____
- ☒ Fair distribution of funds between new applicants and previous job training grant recipients; (“New” applicants are also defined as organizations that received EPA brownfields job training grant funding in 2007 or prior to 2007): TCC has never received an EPA Environmental Workforce Development and Job Training Grant or Brownfields Job Training Grant.

- ☐ Whether the applicant is a federally recognized Indian Tribe or United States Territory, or is an organization that will serve tribal or territorial residents _____
- ☐ The needs of communities adversely affected by natural disasters (2006 or later) _____
- ☐ Community experienced recent (2008 or later) power plant closure(s) tied to the community targeted to be served _____
- ☒ Whether proposals seek to deliver training beyond brownfields hazardous waste remediation, such as wastewater/water quality, Superfund, solid waste, emergency response, integrated pest management, or enhanced chemical safety training: TCC seeks to deliver Wastewater treatment training _____
- ☐ Whether the applicant will serve a community designated as a HUD Promise Zone Community, or will serve an area designated as a federal, state, or local Empowerment Zone or Renewal Community _____
- ☐ Whether the applicant is a recipient or a core partner of a HUD/DOT/EPA Partnership for Sustainable Communities (PSC) grant and the proposed target area includes the same area served through the PSC funding. Examples of PSC grant or technical assistance include a HUD Regional Planning or Challenge grant, DOT Transportation Investment Generating Economic Recovery (TIGER), or EPA Smart Growth Implementation or Building Blocks Assistance, etc _____
- ☐ Whether the applicant has received 21st Century Conservation Service Corps (CSC) member designation _____
- ☐ Whether the applicant is one of the 12 recipients, or a core partner/implementation strategy party, of a “manufacturing community” designation provided by the Economic Development Administration (EDA) under the Investing in Manufacturing Communities Partnership (IMCP). A core partner/implementation strategy party is a local partner organization/jurisdiction that will carry out the proposed strategy, as demonstrated in letters of commitment or memoranda of understanding which documents their contributions, roles, and responsibilities to the partnership. EDA may provide EPA a list of the core partners/implementation strategy parties for each of the 12 “manufacturing

community” designees, which EPA would use to verify this factor. Applicants must clearly demonstrate there is a nexus between their IMCP designation and the proposed training activities _____

- ☒ Proposals that seek to serve veterans: TCC serves a large military veteran population and partners with the U.S. Department of Veterans Affairs to host two VetSuccess Counselors within the college.



JUDY McDONALD
Executive Director

January 12, 2015

Dr. Arrick Jackson
Vice President of Community and Industry Education Services
Tarrant County College Northwest Campus
4801 Marine Creek Parkway
Fort Worth, TX 76179

Dear Dr. Jackson:

Workforce Solutions for Tarrant County is pleased to partner with Tarrant County College District in its application to the *U.S. Environmental Protection Agency FY15 Environmental Workforce Development and Job Training Grant* competition. According to the Texas Workforce Commission, our metropolitan area will see the occupation of Water and Wastewater Treatment Plant and System Operators grow by 23.84% between 2012 and 2022 equaling 360 new jobs in that time. This is due, in part, to the large increase in population that North Texas is experiencing.

The Project will address a growing need in Tarrant County and the surrounding metropolitan area for trained and licensed wastewater operators by providing an opportunity for unemployed and underemployed residents to benefit from high-quality training offered at the TCC-Northwest Campus.

Workforce Solutions is committed to serving the residents of Tarrant County and will support this project by providing supportive services to project participants, as applicable. Services may include assessment, case management, transportation expenses, referral to housing and other services as needed.

Workforce Solutions is looking forward to participating in this effort to recruit, train, and place Tarrant County residents in the environmental field.

Sincerely,

Judy McDonald
Executive Director



THE WOMEN'S CENTER
RAPE CRISIS & VICTIM SERVICES
EMPLOYMENT SOLUTIONS
COUNSELING

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Anne M. Weiskittel
Antonia Williams-Gary

PRESIDENT / CEO
Laura Hilgart

December 19, 2014

Dr. Arrick Jackson
Vice President of Community and Industry Education Services
Tarrant County College Northwest Campus
4801 Marine Creek Parkway
Fort Worth, TX 76179


Dear Dr. Jackson:

The Women's Center is pleased to partner with Tarrant County College District in its application to the *U.S. Environmental Protection Agency FY15 Environmental Workforce Development and Job Training Grant* competition. The proposed project will ensure that residents living in Tarrant County, Texas have an opportunity to reap the benefits of revitalization and environmental cleanup. The Project will address a growing need in Tarrant County for trained and licensed wastewater operators by providing an opportunity for unemployed and underemployed residents to benefit from the high-quality training offered at the TCC-Northwest Campus.

These training programs provide needed certifications for jobs that are in high demand and that pay good wages. For those participants who meet our eligibility and participation requirements for the **Career Development Services** program, we can assist the participant with the cost of training and testing, provide job search classes, Financial Coaching sessions, and provide employment assistance after completion of training. In addition, participants not eligible for the Career Development Services program can attend our **Jobs NOW!** Program which meets at two locations in Fort Worth, including a Tarrant County College campus' Family Empowerment Center. We will provide the job search workshops and employment assistance plus one year of job retention and advancement coaching. Because we provide very limited supportive services, we connect participants to community partners who may be able to assist with supportive services preventing participants from becoming successfully employed.

The Women's Center is looking forward to participating in this much needed project. We value new employees that have the skills and abilities that would result from completion of the TCC Wastewater Operator training program. The Women's Center believes that the training provided through the TCC Wastewater Operator training program will prepare individuals for employment as wastewater operators. We are pleased to affirm our involvement and commitment to the proposed project.

Sincerely,



Terri M. Rios
Director of Employment Solutions
The Women's Center of Tarrant County
1723 Hemphill, Fort Worth, Texas 76110
Office 817-927-4050 x-270 Fax 817-869-5170
E-Mail trios@womenscentertc.org



January 15, 2015

Dr. Arrick Jackson
Vice President of Community and Industry Education Services
Tarrant County College Northwest Campus
4801 Marine Creek Parkway
Fort Worth, Texas 76179

Dear Dr. Jackson:

The Fort Worth Water Department is pleased to partner with Tarrant County College District in its application to the *US. Environmental Protection Agency FY15 Environmental Workforce Development and Job Training Grant* competition. The proposed project will ensure that residents living in Tarrant County, Texas have an opportunity to reap the benefits of revitalization and environmental cleanup. The Project will address a growing need in Tarrant County for trained and licensed wastewater operators by providing an opportunity for unemployed and underemployed residents to benefit from the high-quality training offered at the TCC-Northwest Campus.

The Fort Worth Water Department/Production Division is looking forward to participating in this much needed project. We value new employees that have the skills and abilities that would result from completion of the TCC Wastewater Operator training program. **The Fort Worth Water Department** believes that the training provided through the TCC Wastewater Operator training program will prepare individuals for employment as wastewater operators. We are pleased to affirm our involvement and commitment to the proposed project.

Regards,

Charly C. Angadicheril
Assistant Water Director
Fort Worth Water Department



1964 • 1993 • 2011

WATER DEPARTMENT
PRODUCTION DIVISION

THE CITY OF FORT WORTH • 1511 11TH AVENUE • FORT WORTH, TEXAS 76102
817-392-8258 • FAX 817-392-8410

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Trinity River Authority of Texas



Northern Region Office

0711.702.100

January 12, 2015

Dr. Arrick Jackson
Vice President of Community and Industry Education Services
Tarrant County College Northwest Campus
4801 Marine Creek Parkway
Fort Worth, TX 76179

RE: Tarrant County College Northwest Campus
Environmental Workforce Development and Job Training Grant

Dear Dr. Jackson:

The Trinity River Authority of Texas is pleased to partner with Tarrant County College District in its application to the *U.S. Environmental Protection Agency FY15 Environmental Workforce Development and Job Training Grant* competition.

In the coming years, due to our aging workforce and growth, we will experience the departure of several highly skilled wastewater operators and expect increased demand for new positions. This year the Trinity River Authority of Texas anticipates hiring multiple wastewater staff, from entry-level to senior-level.

As a member of your advisory committee, we have had the opportunity to meet with you and your staff to discuss this growing need in Tarrant County for trained and licensed wastewater operators. The Trinity River Authority of Texas appreciates being able to provide input to help shape the curriculum for your project. We know the training TCC provides is high quality. We believe the Wastewater Operator training project will prepare workers to succeed in entering this important environmental field.

The Trinity River Authority of Texas supports TCC's application to the Environmental Protection Agency to train workers for the wastewater industry. We are pleased to affirm our commitment to the project's success. We are looking forward to considering graduates from your program to fill our existing and future employment needs.

Sincerely,

FIONA M. ALLEN, P.E.
Regional Manager
Northern Region

FMA/cea

P.O. Box 240
Arlington, Texas 76004-0240
(817) 493-5100



January 22, 2015

Dr. Arrick Jackson
Vice President of Community and Industry Education Services
Tarrant County College Northwest Campus
4801 Marine Creek Parkway
Fort Worth, TX 76179

Dear Dr. Jackson:

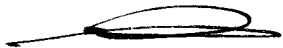
The Mazidji Group is pleased to support Tarrant County College District in its application to the U.S. Environmental Protection Agency FY15 Environmental Workforce Development and Job Training Grant competition.

There is a large demand in the wastewater industry for individuals with the skills TCC will provide. The growth throughout North Texas and the impending retirement of many employees has created a gap that needs to be filled. Training unemployed and underemployed individuals is a step in the right direction.

The Mazidji Group appreciates being able to provide input to help shape project curriculum. We know the training TCC provides is high quality. We believe the Wastewater Operator training project will prepare workers to succeed in entering this important environmental field.

We are pleased to affirm our commitment to the project's success. We are looking forward to working with future graduates.

Regards,



Costa Mazidji, PhD, PE
Principal



January 15, 2015

Dr. Arrick Jackson
Vice President of Community and Industry Education Services
Tarrant County College Northwest Campus
4801 Marine Creek Parkway
Fort Worth, Texas 76179

Dear Dr. Jackson:

The City of Arlington, TX Water Utilities Department (AWU) is pleased to support the Tarrant County College District in its application to the *US. Environmental Protection Agency FY15 Environmental Workforce Development and Job Training Grant* competition. The proposed project will address a growing need in Tarrant County and the surrounding area for trained and licensed wastewater operators by providing an opportunity for unemployed and underemployed residents to benefit from the high-quality training offered at the TCC-Northwest Campus.

The AWU is looking forward to participating in this much needed project. AWU staff is currently contributing to this effort through an advisory committee and have internally committed to pursue internships from our collection system group. Although the utility does not treat wastewater, we value new employees that have the skills and abilities that would result from completion of the TCC Wastewater Operator training program. AWU believes that the training provided through the TCC Wastewater Operator training program will prepare individuals for employment as wastewater operators. We are pleased to affirm our involvement and commitment to the project's success.

Regards,

Andrew McBride, REM, CWP
Training Administrator
Water Utilities, City of Arlington
817.459.6818 | Fax 817.459.6807

Mail Stop 01-0130 | 101 W Abram St. | Arlington, TX 76010
www.arlingtontx.gov | www.myarlingtontx.com



July 9, 2014

Mrs. Erma Johnson Hadley
Chancellor
Tarrant County College District
1500 Houston Street
Fort Worth, TX 76102

Dear Mrs. Johnson Hadley:

The following action regarding your institution was taken by the Board of Trustees of the Southern Association of Colleges and Schools Commission on Colleges during its meeting held on June 19, 2014:

The SACSCOC Board of Trustees reaffirmed accreditation with a request for a Monitoring Report due **September 5, 2014**, addressing the visiting committee's recommendation applicable to the following referenced standard of the *Principles of Accreditation*:

CS 3.7.1 (Faculty competence), Recommendation 3

Based upon the institution's policy to require an associate's degree or higher and three years work experience for career technical programs, the institution did not follow its policy to determine qualifications for three faculty members or provide an explanation for an exception to its policy for these faculty members. These faculty members are listed on the "Request for Justifying and Documenting Qualifications of Faculty" Form. For these three faculty members, the institution is requested to demonstrate that it employs competent faculty members qualified to accomplish the mission and goals of the institution. The institution must use the Commission's "Faculty Roster Form" (enclosed) and document the appropriateness of academic credentials for these three faculty members. Please follow the instructions on the form.

Your institution's next reaffirmation will take place in 2024 unless otherwise notified.

Please submit to your Commission staff member, preferably by email, a **one-page** executive summary of your institution's Quality Enhancement Plan. The summary is due **August 15, 2014**, and should include on the same page the following information: (1) the title of your Quality Enhancement Plan, (2) your institution's name, and (3) the name, title, and email address of an individual who can be contacted regarding its development or implementation. This summary will be posted to the Commission's Web site as a resource for other institutions undergoing the reaffirmation process.

All institutions are requested to submit an "Impact Report of the Quality Enhancement Plan on Student Learning" as part of their "Fifth-Year Interim Report" due five years before their next reaffirmation review. Institutions will be notified 11 months in advance by the President of the Commission regarding its specific due date.



Mrs. Erma Johnson Hadley
July 9, 2014
Page Two

Guidelines for the monitoring report are enclosed. Because it is essential that institutions follow these guidelines, **please make certain that those responsible for preparing the report receive the document. If there are any questions about the format, contact the Commission staff member assigned to your institution.** When submitting your report, please send **four copies** to your Commission staff member.

Please note that Federal regulations and Commission policy stipulate that an institution must demonstrate compliance with all requirements and standards of the *Principles of Accreditation* within two years following SACSCOC Board of Trustees' initial action on the institution. At the end of that two-year period, if the institution does not comply with all the standards and requirements of the *Principles*, representatives from the institution may be required to appear before the Board, or one of its standing committees, to answer questions as to why the institution should not be removed from membership. If the Board determines good cause at that time, it may extend the period for coming into compliance for a minimum of six months and a maximum of two years and must place the institution on Probation. If the institution has been placed on Probation within the two-year period, extension of accreditation beyond the two-year period for good cause is dependent on the amount of time the institution has already been on Probation. An institution may be on Probation for a maximum of two years. If the Board does not determine good cause or if the institution does not come into compliance within two years while on Probation, the institution must be removed from membership. (*See enclosed Commission policy "Sanctions, Denial of Reaffirmation, and Removal from Membership."*)

We appreciate your continued support of the activities of SACS Commission on Colleges. If you have questions, please contact the Commission staff member assigned to your institution.

Sincerely,

A handwritten signature in cursive script that reads "Belle S. Wheelan".

Belle S. Wheelan, Ph.D.
President

BSW:cp

Enclosures

cc: Dr. Nuria M. Cuevas

COLLEGE DISTRICT LEGAL STATUS AND HISTORY

AA
(LEGAL)

The College District derives its legal status from the Constitution of the State of Texas and from the Texas Education Code that authorizes a public junior college and/or district of any one of the following classifications:

1. Independent school district junior college.
2. City junior college.
3. Union junior college.
4. County junior college.
5. Joint-county junior college.
6. Public junior college as a part or division of a regional college district.

Tex. Const. Art. VII; Education Code 130.004(a)

A public junior college shall be defined as an institution of higher education. *Education Code 61.003(8)*



TEXAS HIGHER EDUCATION COORDINATING BOARD

Academic Quality and Workforce
P.O. Box 12788 Austin, Texas 78711 • 1200 East Anderson Lane 78752

Rex C. Peebles, Ph.D.
Assistant Commissioner
Academic Quality and Workforce
Rex.peebles@thecb.state.tx.us

January 29, 2015

Stacey Silverman, Ph.D.
Deputy Assistant Commissioner
Academic Quality
stacey.silverman@thecb.state.tx.us

Garry Tomerlin, Ed.D.
Deputy Assistant Commissioner
Workforce
garry.tomerlin@thecb.state.tx.us

Phone 512/427-6200
Fax 512/427-6168

Web site:
<http://www.thecb.state.tx.us>

Mr. David Ximenez
District Director of
Student Financial Aid Services
Tarrant County College District
1500 Houston Street
Fort Worth, Texas 76102

Dear Ms. Ximenez:

The purpose of this letter is to confirm that all colleges within the Tarrant County Community College District are authorized by the Texas Higher Education Coordinating Board to grant certificates and associate degrees.

Sincerely,

A handwritten signature in black ink that reads "Rex C. Peebles". The signature is written in a cursive style with a large, stylized "R" and "P".

Rex C. Peebles

Application for Federal Assistance SF-424

* 1. Type of Submission:

- ☐ Preapplication
☒ Application
☐ Changed/Corrected Application

* 2. Type of Application:

- ☒ New
☐ Continuation
☐ Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

02/02/2015

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

Tarrant County College District

* b. Employer/Taxpayer Identification Number (EIN/TIN):

(b) (6)

* c. Organizational DUNS:

0731390400000

d. Address:

* Street1:

1500 Houston St.

Street2:

* City:

Fort Worth

County/Parish:

* State:

TX: Texas

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

76102-6524

e. Organizational Unit:

Department Name:

Division Name:

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

* First Name:

Heidi

Middle Name:

* Last Name:

Yaple

Suffix:

Title:

Organizational Affiliation:

* Telephone Number:

817-515-5420

Fax Number:

* Email:

heidi.yaple@tccd.edu

Application for Federal Assistance SF-424

* 9. Type of Applicant 1: Select Applicant Type:

H: Public/State Controlled Institution of Higher Education

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

* 10. Name of Federal Agency:

Environmental Protection Agency

11. Catalog of Federal Domestic Assistance Number:

66.815

CFDA Title:

Environmental Workforce Development and Job Training Cooperative Agreements

* 12. Funding Opportunity Number:

EPA-OSWER-OBLR-15-01

* Title:

ENVIRONMENTAL WORKFORCE DEVELOPMENT AND JOB TRAINING (EWDJT) GRANTS

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

* 15. Descriptive Title of Applicant's Project:

Tarrant County College Wastewater Training and Career Project

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424**16. Congressional Districts Of:**

* a. Applicant TX-012

* b. Program/Project TX-012

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date: 08/01/2015

* b. End Date: 07/31/2018

18. Estimated Funding (\$):

* a. Federal	158,462.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	158,462.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

- ☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .
- ☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.
- ☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mrs. * First Name: Jacqueline

Middle Name: R.

* Last Name: Maki

Suffix:

* Title: Assoc. Vice Chancellor Grants Dev/Compliance

* Telephone Number: 817-515-5379 Fax Number: 817-515-0808

* Email: jacqueline.maki@tccd.edu

* Signature of Authorized Representative: Jacqueline Maki * Date Signed: 02/02/2015

BUDGET INFORMATION - Non-Construction Programs

OMB Number: 4040-0006
Expiration Date: 06/30/2014

SECTION A - BUDGET SUMMARY

Grant Program Function or Activity (a)	Catalog of Federal Domestic Assistance Number (b)	Estimated Unobligated Funds		New or Revised Budget		
		Federal (c)	Non-Federal (d)	Federal (e)	Non-Federal (f)	Total (g)
1. Environmental Workforce Development and Job Training Grants	66.815	\$	\$	\$ 158,462.00	\$ 0.00	\$ 158,462.00
2.						
3.						
4.						
5. Totals		\$	\$	\$ 158,462.00	\$	\$ 158,462.00

SECTION B - BUDGET CATEGORIES

6. Object Class Categories	GRANT PROGRAM, FUNCTION OR ACTIVITY				Total (5)
	(1)	(2)	(3)	(4)	
	Environmental Workforce Development and Job Training Grants				
a. Personnel	\$ 74,797.00	\$	\$	\$	\$ 74,797.00
b. Fringe Benefits	18,575.00				18,575.00
c. Travel	11,140.00				11,140.00
d. Equipment	0.00				
e. Supplies	39,450.00				39,450.00
f. Contractual	0.00				
g. Construction	0.00				
h. Other	14,500.00				14,500.00
i. Total Direct Charges (sum of 6a-6h)	158,462.00				\$ 158,462.00
j. Indirect Charges					\$
k. TOTALS (sum of 6i and 6j)	\$ 158,462.00	\$	\$	\$	\$ 158,462.00
7. Program Income	\$	\$	\$	\$	\$

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SECTION C - NON-FEDERAL RESOURCES				
(a) Grant Program	(b) Applicant	(c) State	(d) Other Sources	(e)TOTALS
8. <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
9. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
10. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
11. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
12. TOTAL (sum of lines 8-11)	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

SECTION D - FORECASTED CASH NEEDS					
	Total for 1st Year	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter
13. Federal	\$ <input type="text" value="158,462.00"/>	\$ <input type="text" value="39,615.00"/>	\$ <input type="text" value="39,615.00"/>	\$ <input type="text" value="39,616.00"/>	\$ <input type="text" value="39,616.00"/>
14. Non-Federal	\$ <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
15. TOTAL (sum of lines 13 and 14)	\$ <input type="text" value="158,462.00"/>	\$ <input type="text" value="39,615.00"/>	\$ <input type="text" value="39,615.00"/>	\$ <input type="text" value="39,616.00"/>	\$ <input type="text" value="39,616.00"/>

SECTION E - BUDGET ESTIMATES OF FEDERAL FUNDS NEEDED FOR BALANCE OF THE PROJECT				
(a) Grant Program	FUTURE FUNDING PERIODS (YEARS)			
	(b)First	(c) Second	(d) Third	(e) Fourth
16. <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>
17. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
18. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
19. <input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
20. TOTAL (sum of lines 16 - 19)	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>	\$ <input type="text"/>

SECTION F - OTHER BUDGET INFORMATION	
21. Direct Charges: <input type="text" value="158462"/>	22. Indirect Charges: <input type="text" value="NA"/>
23. Remarks: <input type="text"/>	

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